

Netting a Job on the Internet



Finding a job requires a multi-pronged attack. Just one of the tools in your job-search arsenal is the internet. But, perhaps you're not a web surfer and don't know "ftp" from "html."

Why even bother with the internet?

- **It's there 24/7.** It's available anytime: weekends, holidays, the dead of night (when the kids are finally in bed)—anytime.
- **No Limits.** You can search for jobs in your own hometown or in Cameroon.
- **Demonstrate Your Leading-Edge Skills.**
Finding an opportunity on-line or researching on the internet before an interview demonstrates you have some technical skills.
- **Explore Alternatives You Haven't Considered.** Not quite sure what you really want to be "when you grow up?" Self-assessment tools, occupational exploration, training-program information are all online.
- **It's Where the Jobs Are.** Many companies require electronic resumés and find applicants exclusively online.

Getting Started

The biggest problem with the internet is the vast quantity of information. It may seem like too much information. Keep in mind that the internet is a tool, and like all tools, it is only as good as the skill of the user.

Learning to use the internet productively (like most things) takes time and effort. Don't be overwhelmed! Ask a friend or librarian (or your kid) for help, if you need it.




Before you start your internet job search, you might want to ask yourself a few questions that will help you narrow your employment search.

- **What kind of work do you want to do?** Come up with general occupations that interest you—not specific job titles. Often you will need to search for job duties rather than job titles—many businesses use their own unique job titles.
- **Who do you want to work for?** Are you interested only in certain industries? Do you want to work for a large employer? Do you have a specific employer in mind?
- **Where do you want to work?** Will you move anywhere for the right job or do you want to work in Enterprise, Utah?

Finding the Right Sites

The right site for you will depend on how you answered the questions listed above. For example, large international sites are probably not your choice if you're looking for a job in rural Utah. Here are some other things to consider about each site:

- Is it easy to use?
- Do they keep your identity confidential?
- Can you search with precision?
- Are the job listings dated so you know when they were added?
- How often is it updated?
- Who runs the service?
- Do you know someone who uses this service?
- If they charge a fee, is it worth it?

Of course, we think the best place to start is the no-charge Utah Department of Workforce Services web site: jobs.utah.gov. Just go to the web site and click on "Find a Job." You can also use our online directory of Utah businesses to find employers in an industry/area that typically employs your particular occupation: jobs.utah.gov/jsp/firmfind. 

Here are just a few links to get you started on that internet job search:

- Utah Dept. of Workforce Services
jobs.utah.gov
- Other State Job Banks
www.ajb.org
- Federal Government Jobs
jobs.utah.gov/jobs/fedjobs.asp
- State Government Jobs
statejobs.utah.gov
- Career Builder
www.careerbuilder.com
- Hot Jobs (Yahoo)
hotjobs.yahoo.com
- Monster
monster.com
- Job Central
www.directemployers.com
- Employment Guide
www.employmentguide.com
- Care Givers Job Clearing House
www.carecareers.net
- Get a Job
www.getajob.com
- Job Hunt
www.job-hunt.org
- Salt Lake City Help Wanted
www.saltlakecityhelpwanted.com/home/89.htm
- Southern Utah Help Wanted
southernutahhelpwanted.com/home/15.htm